# Arkansas School Counselor Association
## Board Meeting Minutes 08/19/17
10:00 a.m.
Ida Burns Elementary
1201 Donaghey Avenue
Conway, AR 72034

### ArSCA Board & Leadership:
- *Lisa Riels*
  - ArSCA President
- *Laquiesta Stewart,*
  - ArSCA President Elect
- *Lisa Riels & Chris Riggins*
  - Membership
- *Terri Callaway*
  - ArSCA President Elect
- *Angie Gill*
  - ArSCA Past President
- *Allison Spraggins*
  - Elementary Vice President
- *Christy English*
  - Central Region President
- *Jennifer Lyle*
  - Middle/Jr. High Vice President
- *Regina Forehand*
  - North Central Region President
- *Scott Sasser*
  - Secondary Vice President
- *Kami Barkley*
  - Northeast Region President
- *Pam Dixon*
  - Post-Secondary Vice President
- *Kim Smith*
  - Northwest Region President
- *Megan Boyce*
  - Southeast President
- *Fanny Neely*
  - Southwest President
- *Terri Callaway*
  - Robin Finley
  - Past President & Treasurer, Finance
- *Allison Spraggins*
  - Toni Thorn
  - David Christian, Research
- *Tawyna Shelton*
- *Heather Barron*
  - Open: Grant Writer

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### ArSCA Board & Leadership:
- *denotes voting members
- *meeting attendee

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- *Megan Boyce*
  - Southeast President
- *Fanny Neely*
  - Southwest President
- *Lisa Riels & Chris Riggins*
  - Michelle Gerhardt & Roger Palmer
  - Public Policy & Legislation
- *Susan Whatley & Chris Riggins*
  - ArSCA Public Relations & Advocacy and Social Media
- *Heather Leavell, Ethics*
- *Terri Callaway*
  - Robin Finley
  - Past President & Treasurer, Finance
- *Allison Spraggins*
  - Toni Thorn
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ArSCA Board Meeting Agenda 8/19/17

Call to order
Welcome/Introduction of ArSCA Board 2017-18
History
Special Business
Financial Report
Old Business
Conference Report
New Business
-Bylaws
-LDI Sept 15-16 Lake Pointe Conference Center (Russellville)

I. Call to Order - The August 19th meeting was called to order by President Lisa Riels with 22 present – 14 ArSCA voting members, 8 nonvoting. (Sign-in with attendees on file) Special business (IV) was moved up.

Approval of Minutes – Shared by Secretary Donna Wilchie - On July 21st, the board met to discuss the conference location of the July 9-11, 2018 conference. The board voted to continue having the conference at Horner Hall at the Hot Springs Convention Center. Contracts signed by Treasurer Susie Harvison.

II. Welcome/Introduction of ArSCA Board 2017-18

III. History

IV. Special Business – President Riels shared about our bylaws not being up to date and based on when ArSCA was under ArCA. Contacts have been made to determine if President Riels will resign if her post-secondary position is not to be in the president position for the ArSCA Board. She turned the meeting over to President Elect Calloway. Past President 2015-16 Bowen shared her conversation with ASCA and the bylaws. Changes and updates occurred. Historian Donner shared information and research found regarding this issue. Decisions must be determined based on when President Riels was elected, not the updated bylaws. **Bottom line, our bylaws need to be updated and reflective of ASCA bylaws.** The voting members determine if President Riels remains as president. The board will have to write a letter to explain if we keep her as state president. If Riels is not president, President Elect Callaway agrees to serve that term and will fulfill both years. Riels also agreed to serve on the board. She wants what is best for the organization and is okay with either decision. **Motion #1 by Laquietta Stewart to keep Lisa as ArSCA President for 2017-18 year; seconded by Kim Smith (4 for; 9 against)**
Lisa Riels handed in her resignation letter to President Elect Terri Callaway. It is attached to the motion. **Motion #2** by Scott Sasser that Terri Callaway serve out the remaining term of Lisa Riels’ presidency 2017-18 and serve her following year at president 2018-19, seconded by Jennifer Lyle. (11 for; 1 against)

V. Financial/Treasurer’s Report: Susie Harvison, Office Manager – reports provided Checks come in marked in yellow and this information is dated back to April. All items are paid and up to date as of today. We are waiting on members to finalize their payments. The link to next year’s conference has been shared by Stacy Ellis from The Embassy Suites. **Motion #3** by Laquietta Stewart to renew the Go Daddy website for 10 years at a cost of $179.91; second by Christy English. (13 for, 0 against) **Motion #4** by Fanny Neely to reimburse Trina Coleman at Sylvan Hills her conference registration of $165; seconded by Scott Sasser. **Motion #5** by Scott Sasser, seconded by Fanny Neely to accept the treasurer’s report (verbal vote provided, 13 for).

VI. Old Business
Conference Report – 428 registered with about 11 no show; 41 vendors with some no show (some last minute calls). T-shirts left will be sent around to each region to sell if the president wishes. An inventory sheet will travel with the shirts.
Comments: name tags for vendors, continue the hospitality room, work on traffic flow for the vendors to the side or relocate, vendors would like a registration packet, first year counselor session as a breakfast to count in order to not miss any sessions, booth set up for technical difficulties and a document to explain the app, conference planning sheet requested.
Certificates have been emailed to all paid attendees. Save the date will be coming soon for next year’s conference and added to the website. Registration forms will need to be developed soon. Conference evaluation had majority positive from attendees and both keynote speakers. Continue the app and possibly have the conference presenter information ready early for attendees to see what is offered.
Callaway and Spraggins were very appreciative of the board helping with set up and conference assistance.

VII. New Business
Alicia Donner shared about the AR ASCD Conference (supervisors and administrators). Pam Dixon serves on the board and secured a 1 hour session for ArSCA “What Can Your School Counselor Do For You”.

Bylaws – Alicia Donner was appointed as the Bylaws Chairperson. The committee will be some seasoned and new board members. Preferred on the committee are the following: secretary, treasurer, Susan Whatley, Tahnee Bowen, Laquietta Stewart, Scott Sasser, and Terri Callaway (oversee since she is now president). Folders shared with the
members to look over the bylaws. Electronic tasks will be assigned to each person; assignments with deadlines. Meetings will be following regular board meetings. Task 1 thoroughly read the ASCA and ArSCA bylaws. Highlight errors, list questions and corrections. Task 2 bulleted lists of what is compiled on the form by Donner.

LDI Sept 15-16 Lake Pointe Conference Center (Russellville) – Past President 2016-17 Angie Gill is the chair for Leadership Development Institute. The arrival time set for 1pm but working to make that a later time. No cost to the board members of ArSCA and Region officers (president, president elect, secretary, and treasurer) to spend the night with breakfast. (Friday check in/meet and greet & Saturday 8:30am-3:00pm)

-Meeting Dates (every other month tentatively)
Nov. 11<sup>th</sup> Web Meeting
Han. 20<sup>th</sup> Web Meeting
March 3<sup>rd</sup> Web Meeting
May 5<sup>th</sup> in person
June Web Meeting

Counselor of Year – committee look at due dates and information needed from each

**Calendar for Meetings 10:00am-1:00pm**
Leadership Development Institute September 15-16 Lake Pointe Conference Center
ArSCA Conference July 9-11, 2018 Hot Springs (next two years of contract 2018/2019)
ASCA National Conference July 9-12, 2017 Denver, Colorado???
ASCA National Conference July 14-17, 2018 Los Angeles, CA
ASCA National Conference June 29-July 2, 2019 Seattle, WA
ArSCA Conference July 8-10, 2019 Boston, MA

Meeting adjourned by President Terri Callaway Motion moved and seconded at 1:17pm.

Respectfully Submitted:
Donna Wilchie
ArSCA Secretary
Date: August 19, 2017